

# VACANCY NOTICE

CS-376  
REV(11/01)

FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT

Description of Position	TITLE OF POSITION: <u>C.O. Hospital II (RN) (6 positions)</u>	CLASSIFICATION CODE: <u>02181400</u>
	SALARY RANGE: <u>651A \$44130-65351</u>	REFERENCE POSITION NO.: <u>137013201-02; 04; 17; 19; 20; *535</u>
	Department or Agency Name <u>Corrections</u>	APPLICATION PERIOD: <u>12/06/04 to 12/17/04</u>
	Division/Section/Unit <u>Health Services</u>	<u>3 day grace 12/20/04</u>
	Assignment(s) / Comments	
	Shift and Days: <u>Days off and Shift to be assigned</u>	Job Location: <u>All ACI Facilities</u>
	Restrictions/Limitations: <u>*POS. # 535 IS LIMITED TO 1/22/05 (LWOP/WC)</u>	
	Position Covered By Collective Bargaining Union Agreement Yes <u>X</u> No <u>        </u>	
	Name of Bargaining Unit Union: <u>RIBCO</u>	
	There is* <u>    </u> is not <u>  X  </u> a Civil Service List for this position <u>See A/B or Both for Specific Instructions</u>	
* NOTE: If there is a list, only laterals (employees with the same title) or individuals certified by OPA may be appointed to this position.		
General Information to Candidate	<b>INSTRUCTIONS:</b>	
	<b>A. STATE EMPLOYEE LATERAL BIDDER:</b> Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Remember to include, either <u>on the application</u> or <u>within a cover letter</u> , both the File Position Title and Number.	
	<b>Most Important</b> - Please include the following information:	
	<ul style="list-style-type: none"> <li>The title of the position for which you are applying</li> <li>Title of your present position and date you entered it</li> <li>Date you entered State service</li> </ul>	<ul style="list-style-type: none"> <li>Name of department where you are currently employed</li> <li>Your business telephone number</li> <li>Present Union Affiliations</li> </ul>
	*** <b>In certain agencies, bargaining union applicants will receive preferential consideration according to contract.</b>	
	<b>B. NON INCUMBENT/NON STATE EMPLOYEE APPLICANT:</b>	
	If indicated above that <u>no civil service</u> list exists for this position, you need not be in the class of position, or be in State service to apply. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write in the letters "N.A." for Not Applicable. If you fail to answer all the questions on the application form, you may delay consideration of your application.	
	<b>C. AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS</b>	
	<ul style="list-style-type: none"> <li><b>Reasonable Accommodations:</b> If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for therefore the position.</li> <li><b>Medical Information:</b> Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the Americans with Disabilities Act (ADA).</li> </ul>	
	Statement of Duties	<b>DUTIES / RESPONSIBILITIES:</b>
To provide professional nursing care to inmates incarcerated at all facilities of the ACI; to supervise the work of LPN staff; to assess patient conditions and coordinate clinic activities; to track communicable diseases; to provide treatments as prescribed by physicians; and other registered nursing tasks as indicated.		
Minimum Education & Experience	<b>EDUCATION / EXPERIENCE / SPECIAL REQUIREMENTS:</b>	
	(A class specification describing the duties of the position and the minimum qualifications will be furnished upon request.)	
	<b>Education:</b> Such as may have been gained through: Graduation from a registered nursing program in an accredited school of nursing <b>or Experience:</b> Employment as a registered nurse in an institution, hospital or similar health care facility providing nursing care and treatment.	
	<b>Special Requirement: Must possess a valid unrestricted license as a Registered Nurse in the State of RI, and maintain such licensure as as a condition of employment.</b>	
Where to Apply	Apply within the application period as shown on this announcement. <b>NOTE:</b> Some State union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office does not assume responsibility for applications sent through the mail. <b>SEND RESUME or CS-14 Application to: ALONG WITH COPY OF RN LICENSE</b>	
	<div> <div> <b>Janet L. Colvin</b>  <b>Office of Human Resources</b>  <b>39 Howard Ave.</b>  <b>Cranston, R.I. 02920</b> </div> <div> <b>Telephone #:</b> <u>(401) 462-0380</u>  <b>Fax #:</b> <u>(401) 462-2685</u>  <b>TTY/TDD #:</b> <u>(401) 462-5180</u>  <b>(Telecommunication Device for the Deaf)</b> </div> </div>	



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